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BYLAWS OF THE WASHINGTON COUNTY DEMOCRATIC CENTRAL COMMITTEE

ARTICLE I NAME

The name of this organization shall be the Washington County Democratic Central Committee (Central Committee).

ARTICLE II PURPOSE

The purposes of the Central Committee shall be to:

a. Elect Democratic candidates;
b. Adopt a platform and work to ensure that it is carried into law;
c. Provide a link between Washington County Democrats and the First Congressional District and the State Central Committee;
d. Inform voters about Democratic Party principles; and
e. Maximize the membership of the Central Committee and the Democratic Party.

ARTICLE III AUTHORITY

The Central Committee shall have all powers to manage its affairs and transact its business that are consistent with the Constitution and laws of the United States, the Constitution and laws of Oregon, the National Charter of the Democratic Party, the Bylaws of the Democratic Party of Oregon and these Bylaws.

ARTICLE IV AFFIRMATIVE ACTION

The Central Committee shall ensure the widest and fairest representation of its members in its organization and activities. All rules shall be adopted by procedures that assure the fair and open participation of all interested Central Committee members. Discrimination in the conduct of Central Committee affairs on the basis of sex, race, age, religion, economic status, disability, ethnic origin, sexual orientation, gender identity, color, creed, parenthood or marital status is prohibited.

ARTICLE V MEMBERSHIP

Section 1: Members

Members of the Central Committee shall consist of all Democratic precinct committeepersons (PCPs) elected and certified in Washington County (ORS 248.015, 248.031, and 248.045(2) and (3)), appointed to fill a vacancy (ORS 248.043), or elected to fill a vacancy (ORS 248.026); the Executive Committee of the Central Committee; and registered Democrats who hold elective public office and represent Washington County A precinct committeeperson is a representative of the party in the precinct and a voting member of the Central Committee.

Section 2: Resignation of Precinct Committeepersons (PCPs)

A Precinct committeeperson may resign by written notice to the County Clerk and such resignations shall be effective when the County Clerk declares the office vacant with a notice to the Central Committee. Then the Secretary shall immediately notify the Central Committee Chair, and the State and First District Chairs of the resignation. (ORS 248.024)

Section 3: Removal

a. A precinct committeeperson elected in a Primary Election may be recalled only by the voters in that precinct, and in accordance with ORS 248.029(2). Said election shall be paid for by the Central Committee (ORS 248.029(3)).
b. An appointed precinct committeeperson is subject to the rules for recall specified for Officers and Elected Officials of this Central Committee. (ORS 248.026 (3) and Article VI, Section 5 of these bylaws).

Section 4: Vacancies

a. The Central Committee may elect any person registered as a Democrat in the precinct in which the vacancy exists, or in a precinct which has a common boundary with the precinct in which the vacancy exists, to fill a vacancy in the office of precinct committeeperson (ORS 248.026 (1) and (2)).
b. Said election to fill vacancies shall be the last order of business at a Central Committee meeting.
c. The newly elected committeeperson's tenure, with the ability to vote in regard to Central Committee matters, shall begin as soon as the County Clerk enters the appointment on the county election records pursuant to ORS 248.026(2)and(3). The term of such committeeperson shall terminate at the same time as those elected in a primary election; that is, 24 days after the next succeeding primary election. (ORS 248.015 (6))

Section 5: House District Leaders

Up to four (4) leaders for each House District shall be appointed by the Chair for each Oregon House of Representatives District, or portion thereof, in Washington County. House District leaders' appointments may be rescinded by written, or e-mail, notice from the Chair. House District leaders shall: provide leadership and encouragement to the precinct committeepersons of their district; recruit and offer in nomination persons willing to serve as precinct committeepersons; coordinate, within their districts, voter registration drives, "get out the vote" efforts, and distribution of sample ballots and candidates literature; and be members of the Campaign Committee.

ARTICLE VI OFFICERS OF THE CENTRAL COMMITTEE

Section l: Officers

Officers of the Central Committee shall be a Chair, a Vice-Chair, a Secretary and a Treasurer. These officers shall perform the duties prescribed by these Bylaws, the Central Committee's Standing Rules and the parliamentary authority adopted by the Central Committee.

Section 2: Eligibility

Any person legally registered as a Democrat in Washington County shall be eligible to hold any office in this Committee.

Section 3: Nomination and Election

Candidates for office of the Central Committee shall be selected by a Nominating Committee. The Nominating Committee shall be formed at the regular business meeting two months prior to the reorganization meeting. The Nominating Committee shall consist of:

a. A past Central Committee Chair appointed by the current Chair;
b. Chair of the Rules Committee or his or her designee; and
c. Two persons elected by the Central Committee, except that no current officer of the Central Committee shall be elected to the Nominating Committee.

The Nominating Committee shall announce its slate of officers and delegates no later than the Monday following the general election, and shall present its slate of candidates at the organizational meeting. Additional nominations from the floor are permissible.

Section 4: Term of Office

a. Central Committee officers shall be elected for a term of two (2) years. The term shall begin at the close of the organizational meeting at which they are elected and end at the close of the next succeeding organizational meeting.
b. Delegates to the State Central Committee and the First Congressional District Committee shall be elected for a term of two (2) years. The term shall begin on January 1 of the following year.

Section 5: Recall

Officers may be recalled for cause by a majority vote at a regular meeting of the Central Committee provided that the recall request and Executive Committee's recommendation have been provided to all Central Committee members at least fourteen days prior to such action.

Section 6: Vacancies

a. If the office of Chair should become vacant, the Vice Chair shall become Chair for the unexpired portion of the term.
b. When vacancies occur in the other offices, positions shall be filled by majority vote at the first possible regular meeting of the Central Committee. Persons so elected shall serve the unexpired portion of the term of the vacancy that is being filled.

Section 7: Duties

a. The Chair shall have the overall responsibility for the day-to-day operation of the Central and Executive Committees; appoint a Parliamentarian and all Committee Chairs; be an ex-officio member of all standing committees, except the Nominating Committee; and execute, with the Secretary, all contracts on behalf of the Central Committee; and be an alternate signer of checks with the Treasurer.
b. The Vice-Chair shall perform all of the duties of the Chair in the absence or disability of the Chair; coordinate the work of all standing committees; and be an alternate signer of checks with the Treasurer.
c. The Secretary shall keep a book of minutes of all meetings of the Central and Executive Committees, showing the time and place of the meeting, the names of those present, and the proceeding and actions taken; distribute copies of the minutes to all Central Committee members by having copies available at the meeting and posting them on the Central Committee website; maintain the membership records of the Central Committee; and carry out Central Committee correspondence and all legal notifications at the request

of the Chair (ORS 248.012 and 248.043). The Secretary shall also provide notice of all regular and special meetings to all members of the Central Committee not later than the sixth day before each meeting (ORS 248.012).

d. The Treasurer shall prepare adequate records and reports on all Central Committee operational and fundraising financial transactions; provide copies of written reports for each attending member at every regular Central Committee meeting; meet all campaign finance reporting requirements; provide for the custody and safekeeping of all Central Committee funds; maintain open financial books ready for inspection and audit at all times; issue checks in accordance with the Central Committee-approved budget, with the Chair or Vice-Chair as alternate signer; serve as non-voting member of the Contributions Recommendation Ad-hoc Committee. (ORS Chapter 260; OAR 165-012; current Campaign Finance Manual)

e. The Parliamentarian shall insure that all proceedings of the Central Committee and the Executive Committee of the Central Committee are conducted in accordance with the By-laws, the Standing Rules and Roberts Rules of Order; conduct all election processes, including those for Central Committee officers, resolutions, and changes to the By-laws. The Parliamentarian shall be an ex-officio member of the Rules Committee.

ARTICLE VII ELECTED POSITIONS

Section 1: Eligibility

Delegates and alternates to the State Democratic Central Committee and to the First Congressional District Democratic Committee shall be members of the Central Committee.

Section 2: Responsibilities

Delegates and alternates shall act as liaisons between the Central Committee and the Committees to which they are elected, voting as directed by the Central Committee and reporting on substantive discussions and actions taken by those Committees at the first possible Central Committee meeting.

Section 3: Nominations and Elections

All delegates and alternates to the following committees shall be selected and serve according to the bylaws of the respective Committees.

a. Oregon Revised Statues (ORS) 248.075(1) and Democratic Party of Oregon (DPO) Bylaws, Article 4 (State Central Committee Membership), set the requirements for electing and removing its delegates and alternates, as well as their duties.

b. Oregon Revised Statues (ORS) 248.075(1) and First Congressional District Democratic Committee Bylaws, Article II (Membership), set the requirements for electing and removing its delegates and alternates, as well as their duties.

c. All delegates and alternates to the State Democratic Central Committee and the First Congressional District Democratic Committees shall be elected by plurality vote at the Organizational Meeting of the Washington County Democratic Central Committee.

d. DPO Bylaws, Article 7 (Conventions), set the requirements for electing delegates and alternates to the State Democratic Conventions held in each election year.

e. Article II (National Convention) of the Democratic National Committee Charter, its Call to the Convention, and its Delegate Selection Rules set the basis for the election of delegates to presidential elections year National Conventions.

ARTICLE VIII COMMITTEES & CAUCUSES

Section 1: The Executive Committee:
Shall consist of the current elected officers, the Chair of the State Democratic Central Committee delegates, the Chair of the First Congressional District delegates and the chairs of all standing committees; hold monthly meetings; have a quorum when a majority of its members are present; review and make recommendations on all Central Committee officer recall petitions prior to action by the Central Committee; hire paid staff; and conduct all necessary business required between regular meetings of the Central Committee. No member of the Executive Committee shall hold more than one position on the Central Committee, with the exception of the Treasurer who is chair of the Budget Committee. No one person shall be entitled to more than one vote in Executive Committee meetings.

Section 2: Financial Accountability
No single member or group of members can expend, or make any promises or commitments regarding a future expenditure of, Central Committee funds without a vote of the Executive Committee, subject to the following exceptions:

a. Expenditures approved by the Central Committee in the annual budget process.
b. An expenditure, outside of the approved budget, of less than $100 with approval of two executive officers.

Section 3: Standing Committee Members

a. All precinct committeepersons may be appointed as a member of any standing committee by the Chair of the standing committee.
b. Any member of a standing committee may be removed by written, or e-mail, notice from the Chair of the standing committee.

Section 4: Standing Committees' Duties

a. The Community Outreach Committee: Shall develop and strengthen the Central Committee by sponsoring and participating in community events to include Fairs, Parades, Values in Action events and other activities for PCPs and volunteers; perform credentials/registration duties for the Central Committee; reach out and serve as liaison to other organizations with Democratic views in the county.
b. The Communications and Publicity Committee: Shall produce "The Grass Roots" newsletter; promote the welfare and principles of the Democratic Party and publicize meetings, conventions, fundraising events, and resolutions passed by the Central Committee in local news media; publish all necessary platform convention materials.
c. The Budget Committee: Shall prepare an annual budget for adoption by the Central Committee and provide for an annual audit of all Central Committee financial records. The Budget Committee Chair shall review any expenditure not contained in the adopted budget.
d. The Finance Committee: Shall have the primary responsibility for planning and executing all fundraising activities to meet Central Committee-approved, budgeted expenses.
e. The Resolutions and Platform Committee: Shall receive, review and make recommendations on all proposed resolutions; submit proposed platform items, based

upon major issues, to the Central Committee for its consideration; send the required number of copies of the County Platform to the Platform Committee of the State Central Committee so that it may be considered for inclusion in the State Democratic Platform.

f. The Rules Committee: Shall regularly review Central Committee bylaws, making recommendations for amendments as needed and develop Standing Rules, proposing amendments thereto, as needed, for adoption by the Executive Committee; and shall conduct all elections.

g. Campaign Committee: Shall be composed of the House District Leaders; shall publicize opportunities for elective office; provide assistance to candidates; coordinate the Neighborhood Leader program and related voter registration drives, "get out the vote" efforts, distribution of slate cards and candidate literature; and assist with coordinated campaign activities for all general elections.

h. The Young Democrats Committee: Shall promote the Democratic Party among county young people and coordinate activities of Young Democrats within the county.

i. Information Technology and Communications Committee: Shall develop and maintain the Central Committee website, databases, blogs and software, enforcing all Central Committee standing rules pertaining to access and permitted use; respond to tech-support, user access, and rule violation issues within 24 hours; provide online research as requested by the Executive Board or the Central Committee; advise the Central Committee on matters related to information technology.

j. The Office Committee: Shall be responsible for overseeing the regular operation of the office, including staffing.

k. The Training Committee: Shall have oversight of all training and shall coordinate all training presented on behalf of the Central Committee. The committee shall train House District Leaders and Precinct Committee Persons as to their duties and responsibilities in regard to the Central Committee. The committee shall also educate and train volunteers as to their opportunities to assist the Central Committee.

l. The Latino Outreach Committee: Shall focus on the Latino community by registering voters and engaging all Latino voters in the Democratic political process.

Section 5: Ad-hoc Committee Duties

a. Contributions Recommendation and Endorsement Ad-hoc Committee: Shall make recommendations as to which campaigns shall receive contributions from the Central Committee and as to which candidates for non-partisan office shall receive the endorsement of the Central Committee.

b. Nominating Committee: See Article VI, Section 3.

Section 6: Caucuses

a. The Washington County Central Committee may grant official recognition to a caucus of the Washington County Democrats who share demographic or other similar identity. Such caucuses are meant to encourage people of similar interests to be active in supporting the Washington County Democratic Party. The purpose of granting official recognition is to enable the caucus to participate in the policy decisions and the outreach programs of the Washington County Central Committee.

b. To achieve official recognition, the Caucus must be approved by the Washington County Central Committee. A group of at least 3 Democrats must request that their caucus be recognized.
c. Each caucus is responsible for complying with the regulations and financial requirements of the Washington County Central Committee. The Central Committee is not required to provide financial support to any caucus.

ARTICLE IX MEETINGS

Section 1:
All meetings of the Central Committee shall be open to the public.

Section 2: Organizational Meeting

a. The organizational meeting of the Washington County Democratic Central Committee in Washington County shall be the first meeting of the Central Committee held following a General Election. It shall be held no sooner than ten (10) days following the sending of the notice of the organizational meeting and no later than fifty (50) days after the election. Those present shall constitute a quorum. (ORS 248.033 – 248.043)
b. The meeting shall be called by the Chair of the retiring Central Committee, who shall give notice of time, date, place and agenda of such meeting not later than ten (10) days following the General Election to each member of the newly elected Central Committee. At that time, a copy of this notice shall also be sent by the Chair of the retiring Central Committee to the retiring Chair of the State Central Committee and the Executive Director of the Democratic Central Committee of Oregon.
c. In the event that the foregoing procedures are not materially complied with, the organization meeting shall occur in accordance with ORS 248.033.
d. Pursuant to ORS 248.035, at the organization meeting, and prior to the election of officers, the officers of the retiring Central Committee shall make available to the Central Committee all property, records and funds owned or controlled by the retiring Central Committee.

Section 3: Regular Meetings

a. Regular meetings will be monthly.
b. Fifteen (15) members shall constitute a quorum for regular and special meetings.

Section 4: Special Meetings
Special meetings shall be called by the Chair; in his/her absence or incapacity, by the Vice-Chair; in the absence or incapacity of both, by an Officer of this Central Committee; or by ten (10) members. The meeting shall be solely for the transaction of business as stated in the call for the meeting.

Section 5: Notice of Meetings
Notice shall be sent to all members of this Central Committee at least six (6) days in advance of each meeting (ORS 248.012).

Section 6: Prohibition of Proxies

Proxies in no instance shall be permitted to participate in any Central Committee meeting. (ORS 248.045)

ARTICLE X CONVENTIONS

Section 1: Convention Delegates

a. At least ninety (90) days prior to the State Democratic Convention, the Washington County Central Committee shall receive from the Democratic Party of Oregon a notice of the number of delegates and alternate delegates to that Convention that it is entitled to elect.
b. At least thirty (30) days before the Convention, the Washington County Central Committee shall elect the delegates and alternates and notify the Chair of the State Central Committee of the names and postal addresses of persons chosen.

Section 2: Selection of Delegates and Alternates

Delegates and alternates shall be selected in a meeting of the Central Committee in which voting shall be limited to its members.

Section 3: County Platform Convention

A county-level Platform Convention may be held in advance of the State Democratic Convention.

ARTICLE XI BALLOT MEASURES AND RESOLUTIONS

The Central Committee may take a position on ballot measures and resolutions.

Section 1: Ballot Measures

a. A standing committee, or 5 members-at-large, may request in writing to the Resolutions and Platform Committee that a position be taken.
b. Notice must be sent with the Central Committee meeting notice that a position on that ballot measure will be considered at the meeting covered by the notice.

Section 2: Resolutions

The Central Committee may pass a substantive resolution on any subject provided that:

a. A standing committee, or 5 members-at-large, has presented the proposed text of the resolution in writing to the Resolutions and Platform Committee for consideration at the next meeting.
b. Notice has been sent to all Central Committee members, with the entire resolution text, that the resolution will be considered at the meeting covered by the notice.

ARTICLE XII PARLIAMENTARY AUTHORITY

Rules of procedure in “Robert’s Rules of Order” (current revision) shall govern the Central Committee in all cases not covered by these Bylaws, the Central Committee’s Standing Rules, or the Bylaws of the Democratic Party of Oregon.

ARTICLE XIII AMENDMENT

These By-laws may be amended at any meeting of the Central Committee provided that:

a. The proposed amendment has been reviewed and recommended for adoption by the Rules Committee, and written copies of the proposed amendment made available with the meeting notice;
b. Two-thirds of those present and voting vote to adopt the amendment. (ORS 248.045)

Adopted October 25, 2006
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Corrected March 22, 2009
Amended April 22, 2009
Amended February 22, 2012